

**HAGERSTOWN/EASTERN PANHANDLE  
METROPOLITAN PLANNING ORGANIZATION  
INTERSTATE COUNCIL  
August 18, 2021**

The Hagerstown/Eastern Panhandle Metropolitan Planning Organization Interstate Council held a meeting on Wednesday, August 18, 2021 at 1:30 p.m. both in person [at the Eastern Panhandle Regional Airport in Martinsburg, WV] and via tele-conference call. MD and WV Open Governmental Meetings Acts and HEPMPO Bylaws permit virtual meetings of our committees and boards provided members can hear and be heard by each other and by any media or members of the public.

**CALL TO ORDER**

The Vice-Chairman called the meeting to order at 1:30 p.m.

**ROLL CALL**

The following were in attendance: Kevin Cerrone, Vice-Chairman, Washington County Transit; Mark Baldwin, Chairman, City of Martinsburg; Matt Mullenax, HEPMPO Executive Director; Tyson Byrne and Ian Beam, MDOT; Elaine Bartoldson, EPTA; Steve Stollpher, Jefferson County Commission; Rachel Snavelly, Region IX; Jim Bender, City of Hagerstown; Jill Baker, Washington County Dept. of Planning & Zoning; Brian Carr, WV DOH; Jim Barnhart, Berkeley County Council; Tony Grant, City of Ranson; and Debra Eckard, Washington County Planning Department assisting HEPMPO.

Also present was: Andy Blake, Brandon Van Horn (Town of Hedgesville), Andrew Eshelman, Director (Washington County Public Works), Scott Hobbs, Director and Pam Mohn (Washington County Division of Engineering & Construction Management), Kevin Sullivan, Perry Su, and Evan Snyder, WV DOH.

**MINUTES**

**Motion and Vote:** Mr. Bender made a motion to approve the minutes of the May 19, 2021 meeting as presented. The motion was seconded by Mr. Stollpher and unanimously approved.

**NEW BUSINESS**

**-TRANSPORTATION IMPROVEMENT PROGRAM**

**FY-2021-2024 West Virginia Transportation Improvement Program**

**National Park Service**

**Adjustments – No formal action required**

- Pavement Preservation, Burnside Bridge Trail and Sherricks Run Bridge: Pavement preservation of various routes and trail work at Burnside Bridge; ENG – FY 2020 \$265,950 (\$235,950 Federal; \$30,000 NPS), FY 2021 \$95,000 (\$70,000 Federal; \$25,000 NPS); FY 2022 \$50,000 (Federal), FY 2023 \$392,700 (\$362,700 Federal; \$30,000 NPS); CON – FY 2022 \$2,288,905 (Federal)
- Repair 3 bridges: Repair/rehabilitate bridges 3100-001P, -005P and -013P. Dargan is the only bridge in Washington County; ENG – FY 2020 \$144,761 (Federal), FY 2021 \$245,000 (\$240,000 Federal; \$5,000 NPS), FY 2022 \$235,000 (Federal) FY 2023 \$20,000 (Federal); CON – FY 2022 \$1,695,000 (Federal)

**State Highway Administration**

**Adjustments – No formal action required**

- I-81 Phases 2 and 3 highway reconstruction: Widening to six lanes and reconstructing 6 miles of I-81 from north of MD 63/MD 68 (Lappans Road) to US 40 (National Pike); **Change:** Decrease amounts for ENG – FY 2020 to \$7,346,000 (\$3,737,000 Federal; \$3,609,000 State), ENG FY 2021 to \$500,000 (Federal). Increase amount for ENG FY 2022 to \$684,000 (\$616,000 Federal; \$68,000 State)
- Areawide safety and spot improvements: Program to provide localized improvements to address safety and/or operational issues on SHA highway; **Change:** Increase amounts for ENG – FY 2022 to \$500,000 (\$400,000 Federal; \$100,000 State)
- Areawide resurfacing and rehabilitation: Program to provide periodic resurfacing and upgrading or auxiliary features on SHA highways; **Change:** Increase amounts for ENG – FY 2022 to \$500,000 (\$400,000 Federal, \$100,000 State)
- Areawide bridge replacement and rehabilitation: Program to provide major upgrades to and maintenance of structures on SHA highway; **Change:** Increase amounts for ENG – FY 2022 to \$3,000,000 (\$2,400,000 Federal; \$600,000 State)

**FY-2021-2024 West Virginia Transportation Improvement Program**

**Eastern Panhandle Transit Authority**

**Adjustments**

- Mobility Management Assistance – Section S5310: Mobility manager salary for service in Berkeley and Jefferson counties; **Change:** Add funding for FY 2023, FY 2024 \$30,000 (\$24,000 Federal; \$6,000 Local)

**WVDOT – Berkeley County**

**Amendment – Formal Action Required**

- I-81 Lighting: Upgrade lighting along I-81 corridor through Berkeley County; **Change:** Increase CON – FY 2021 to \$18,000,000 (Federal)

**Motion and Vote:** Mr. Grant made a motion to approve the amendment as presented. The motion was seconded by Ms. Bartoldson and unanimously approved.

**Adjustments – No formal action required**

- WV 9 at WV 901 LTL/Traffic Signal: Construct left turn lane and traffic signal renovation in Town of Hedgesville; ENG – FY 2021 \$25,000 (\$20,000 Federal; \$5,000 State), ROW – FY 2022 \$75,000 (\$60,000 Federal; \$15,000 State), CON – FY 2022 \$825,000 (\$660,000 Federal; \$165,000 State)
- WV 45 Apple Harvest Drive Widening: Widen and add additional lanes; project will include adding extra through lanes and creating shared turn/through lanes; **Change:** Adjust funding distribution for CON – FY 2021 to \$10,800,000 (\$1,580,000 RR/HWY; \$9,220,000 Federal)
- Tabler Station I/C Improvements: Widen northbound and southbound ramps; **Change:** Move ROW – FY 2021 to FY 2022 with same amounts of \$100,000 (Federal); Move CON – FY 2021 to FY 2022 and change funding to \$4,000,000 (\$3,455,748 Federal; \$544,252 Federal)
- I-81 Exit 23 SB Exit Improve: Install signal, widen ramp for turn lanes; **Change:** Increase CON – FY 2021 to \$691,286 (\$566,286 Federal; \$125,000 State)
- Rest Area – Inwood: Resurfacing; **Change:** Change CON – FY 2022 funding to \$2,750,000 (Federal)
- US 11 TWLTL Extension: Extend existing two-way left turn lane extension; **Change:** Increase ROW – FY 2022 funding to \$850,000 (\$725,000 Federal; \$125,000 State)
- Glengary to Buck Hill: Resurfacing; **Change:** CON – FY 2022 funding to \$395,000 (State)

- Back Creek to Hedgesville: Resurfacing; **Change:** Change CON – FY 2023 funding to \$430,000 (State)

#### WVDOH - Jefferson County

##### Adjustments - No formal action required

- Maddex Square Signal Modification: Ttraffic signal renovation; CON – FY 2021 \$257,000 \$151,500 Federal; \$105,500 State)
- US 340 Rock Slide Investigation: Investigation and repair of land slide; **Change:** Change CON – FY 2023 to \$14,000,000 (Federal)
- Daniel Road: Roadway realignment; **Change:** Change ENG – FY 2021 to \$300,000 (Federal)
- Charles Town to Halltown: Resurfacing; **Change:** Change CON – FY 2022 to \$1,004,000 (Federal)
- VA State Line to Mountain Mission: Resurfacing; **Change:** Change CON – FY 2022 to \$525,000 (State)
- Boliver to Harpers Ferry +2: Design/build ADA ramps; **Change:** Change CON – FY 2022 to \$1,314,000 (Federal)
- Shepherdstown ADA Ramps +2: Design/build ADA ramps; **Change:** Increase CON – FY 2021 to \$600,030 (Federal)

#### Maryland Transit Administration (Addendum)

##### Adjustment

- Section 5310 Capital and Operating Assistance: Capital and Operating Assistance for local non-profit agencies; FY 2022 (Capital Assistance) \$1,126,380 (Federal); (Operating Assistance) \$1,035,400 (Federal); FY 2024 (Capital Assistance) \$1,020,553 (Federal) \$255,138 (State), (Operating Assistance) \$659,254 (Federal) \$659,254 (Local)

#### -LONG RANGE TRANSPORTATION PLAN

##### Maryland Critical Freight Corridor Presentation

Mr. Mullenax stated that in August 2017, the MPO approved five miles in Washington County of the Critical Urban Freight Corridor in consultation with MDOT under the FAST Act. MDOT is updating its State Freight Plan and the MPO wants to enhance future INFRA grant applications on I-81/Halfway Boulevard. Mr. Mullenax explained that one of the comments received during the debrief from the USDOT from the I-81/Halfway Boulevard Extended INFRA grant was concern that not all of Halfway Boulevard Extended was in the Critical Freight Network. In the past, there has been some difference of opinion as to whether unbuilt roads qualified for the grant. Therefore, staff is proposing the reallocation of mileage to designate all built and unbuilt portions of Halfway Boulevard Extended.

Mr. Mullenax reviewed a power point presentation provided by Dr. Katsikides of Texas A&M Transportation Institute for MDOT SHA, entitled "Designating Critical Urban and Critical Rural Freight Corridors". Mr. Mullenax explained there is a formula for Federal freight funds specifically those that are either part of the National Highway Freight network or part of the freight program which covers critical urban freight corridors and rural freight corridors. Every state is given mileage (75 miles for urbanized areas and 150 miles for rural areas as designated by the US Census) to assign throughout their network. He briefly reviewed a map showing the route designations in Maryland.

Mr. Mullenax briefly explained how the funds can be used. The NHFN does not mean that a State cannot fund a freight project with other funding and on other roadways. He reviewed our current areas of designation and explained the proposed changes as follows: swap the critical urban freight corridor (CUFC) from South Pointe Drive to circle for Halfway Boulevard (Hopewell Road to Blake Road) and swap the critical rural freight corridor (CRFC) from US 340 at Valley Road to the Frederick County line. The unbuilt portion of Halfway Boulevard would be added, which would help when applying for the next INFRA grant.

**Motion and Vote:** Mr. Bender made a motion to approve the reallocation of the critical rural freight corridor mileage on US 340 to all undesignated rural portions of Halfway Boulevard Extended as well as the undesignated urban portion of Halfway Boulevard Extended in the urban area pulling in Oak Ridge Drive to Village Drive. The motion was seconded by Ms. Snavely and unanimously approved.

#### **Long Range Transportation Plan Update**

Mr. Mullenax reported that the LRTP update should be completed by July 1, 2022. We anticipate the Plan (Direction 2050) being presented to the TAC in May 2022. The first phase of public outreach was completed in June which included a 30-day on-line MetroQuest survey and three public meetings held in Ranson, Hagerstown, and Martinsburg. The consultant also conducted intercept surveys, which focused on traditionally underserved population areas.

Mr. Mullenax briefly reviewed results of the MetroQuest survey. He noted there were a total of 647 total participants for both surveys. Traffic safety and roadway congestion were the most important issues cited by participants. Other topics covered in the surveys included commuting miles, employment status, modes of transportation, etc. Many topics covered pre- and post- pandemic questions.

Mr. Mullenax reviewed results of the intercept surveys and explained that survey teams were deployed in Hagerstown, Martinsburg and Charles Town to conduct the surveys. These surveys also showed concerns regarding traffic congestion and safety as well as the need for higher paying employment opportunities. Higher commuting miles were noted as well as the use of public transit services among those surveyed.

Mr. Mullenax explained that the next step will be developing a future conditions analysis. This will include meetings with local planning departments and economic development staff. We are also developing a data repository.

#### **Martinsburg Pike Corridor Vision Plan**

Mr. Mullenax stated this is a corridor study on Martinsburg Pike between University Drive and Alternate 45 west of Shepherdstown. The overall goals were to: improve accessibility to downtown Shepherdstown, businesses, residential neighborhoods, Shepherd University and adjacent amenities; improve vehicle, pedestrian and bicycle safety; and to enhance economic development along the corridor. Staff conducted a public meeting at the War Memorial Building in June. A 30 day public comment period was also held. Mr. Mullenax showed a map of the proposed corridor and the proposed improvements which include: a roundabout, multi-modal path (the existing one being extended to Alt. 45), sidewalks, enhanced crosswalks and pedestrian facilities, etc. The Plan has been completed; however, staff continues to work with the Corporation of Shepherdstown on TAP grants.

#### **Dual Highway Speed Management Study**

Mr. Mullenax reported that the MPO is partnering with the City of Hagerstown and MDOT SHA on evaluating speed management and a possible mid-block pedestrian crossing feasibility on the Dual

Highway in Hagerstown between Cannon and Cleveland Avenues. MDOT SHA's Context Driven Guide will be utilized and data collection efforts will take place the first week of September. Crash data from SHA and the City of Hagerstown Police Department has been received and mapped. The draft study should be completed and a public meeting held in January 2022 for this Study.

#### **EPTA Commuter Bus Service Implementation Plan**

Mr. Mullenax announced that the MPO is partnering with EPTA and WV DPT to develop a commuter bus service implementation plan from the Eastern Panhandle to the new Metro Silver Line Extension, specifically the Ashburn Station. This line will start in Martinsburg with a stop in Ranson on the way to the Metro station. The Silver Line Extension is expected to open by March 2022. The State of West Virginia has provided funding for two new medium-duty commuter buses. Staff anticipates the draft plan to be completed in January with a public meeting to be held in February. Staff continues to support EPTA on its Transit Center, wayfinding and GTFIS projects.

#### **-ORGANIZATIONAL ADMINISTRATION**

##### **Title VI Plan Update**

Mr. Mullenax stated that MPOs, as a sub-recipient of federal funds, are required to have a Title VI Plan. Title VI means that MPOs consider environmental justice in the transportation planning process, hold all public meetings at disabled-accessible locations, and assist any LEP persons to participate. Title VI Plans are to be updated every three years; our current plan is dated January 2019. Our consultant, Michael Baker International, has begun acquiring updated data and anticipates a draft to be ready in November. Following the public comment period, staff will bring the draft plan for Interstate Council approval at the January meeting

##### **Public Participation Plan (PPP) Update**

Mr. Mullenax reported that the PPP outlines the process for involving the public in the MPO's transportation planning and programming activities. Our current PPP was approved in May 2019 and recommends review of our procedures every three years. Staff will begin preparing updates and present the Plan to the Interstate Council for approval following the public comment period in March 2022.

##### **FY 2021 Self-Certification**

Mr. Mullenax stated that the self-certification is required for the MPO in order to certify our metropolitan transportation planning process conforms to all applicable federal regulations. Staff recommends approval by the Interstate Council.

**Motion and Vote:** Mr. Grant made a motion to approve the Self-Certification. The motion was seconded by Mr. Byrne and unanimously approved.

##### **Interstate Council Alternate Designation**

Mr. Mullenax explained that the HEPMPO's Bylaws provide the ability and process for an Interstate Council member to appoint an alternate to serve on the Council in their stead. Per Article II, Section 8 of the Bylaws, Washington County Commissioner Charles Burkett, Jr. has requested, in writing, that Pamela Mohn, P.E. of the Washington County Division of Engineering, serve as his alternate for the duration of his appointment to the Interstate Council.

**Motion and Vote:** Ms. Bartoldson made a motion to approve Ms. Mohn as the Alternate for Washington County Commissioner Charles Burkett, Jr. The motion was seconded by Ms. Snavelly and unanimously approved.

#### **Financial Status Update**

Ms. Baker reported that during the 4<sup>th</sup> quarter of FY 2021, we spent approximately \$217,000; the total amount of expenditures for the entire fiscal year was approximately \$462,800. We are approximately \$125,000 below our targeted budget. This is largely due to some minor setbacks on the start of the LRTP project. Therefore, our consultant did not invoice as much money as projected for the last fiscal year. The unused funds for the LRTP will be carried forward to the next fiscal year.

Mr. Mullenax stated that a revision to the UPWP will be presented at the October meeting to cover the unexpended funds for the LRTP.

#### **Director's Report**

Mr. Mullenax gave a brief update on the following:

- Monitoring of the Federal authorization of the new surface transportation bill
- FY 2022 UPWP was approved by FHWA and FTA
- WV DOT Planning Conference will be held May 10-12, 2022 at Cacapon Resort State Park in Morgan County
- MDOT Tour is tentatively scheduled for October 7, 2021 at 10 am at the library in Hagerstown. The draft CTP is expected by September 1<sup>st</sup>.
- MPO has been assisting Region 9 in securing a Chesapeake Bay Implementation Grant (CBIG) for the Green Infrastructure storm water management solutions on the Fifth Avenue Streetscape project.
- The MPO joined the City of Charles Town and its consultants on a presentation of the WV 51 Feasibility Study to the WV DOH management. This project will now move forward to the design study level to further review all alternatives
- The WV 9 Planning and Environmental Linkages Study has been finalized with all 8 alternatives recommended for moving on to the NEPA review phase. Currently, there is no funding identified in the WVDOT's STIP for the next 6 years for the new alignment. WVDOT continues to program and make improvements along existing Route 9.
- A new TIP (FY 2023-FY 2026) will be developed and presented in draft form at the March 2022 meeting.

#### **-OTHER BUSINESS**

##### **Public Comment**

There were no citizens present.

##### **Future Meetings**

The next scheduled meeting of the Interstate Council is Wednesday, October 20, 2021 at 1:30 p.m. This meeting will be held in person, with a call-in option, at the Eastern West Virginia Regional Airport in Martinsburg, WV.

-ADJOURNMENT

Ms. Bartoldson made a motion to adjourn the meeting at 2:30 p.m. The motion was seconded by Ms. Baker and so ordered by the Vice-Chairman.

Respectfully submitted,

  
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Kevin Cerrone, Vice-Chairman